

Virtual Basic Leader Course (vBLC) Information Paper

School Code (SC) 963 Class 008-20

Prior to reading this information paper below are mandatory Date Time Groups (DTGs) that students must meet prior to Day 1 Start:

- a. **Email Student information sheet: NLT 021700SJUNE2020**
- b. **Email Virtual Sync Counseling: NLT 021700SJUNE2020**
- c. **Student Registered on GroupMe: NLT 040900SJUNE2020**
- d. **Participate in initial Group Conversation: 041000SJUNE2020**
- e. **Register into Blackboard: Between 041030SJUNE2020 and 041400SJUNE2020**

Lessons Learned from Class 501-20 vBLC have provided us with the following information for Quota Source Managers (QSM), Chain of Commands (COC) and Learners. We, the staff at 1ST BN RTI Non Commissioned Officers Academy (NCOA), 199th Regiment are dedicated to providing junior Soldiers professional and effective training. This information paper will answer questions pertaining to how and when the learner can access the course in Blackboard, define the technology requirements, identify what is expected of the learner during the course and what will get the student dis-enrolled from the course, document requirements for upload on day 0 (4June2020), and the way forward in Class 008-20.

Accessing the Course in blackboard can be accomplished on day 0 041030SJUN20. An access code will be provided to the learner during the first teleconference with the Facilitator. Your Virtual BLC (vBLC) course can be located using SC 963 in the course search box **(963_600-C44_2020_008_20: VBLC Camp Cook 199th RTI LA)**. The class will not be available to Learners until 041030SJUNE2020, on this DTG Learners will be able to enroll into the course on blackboard. If you are unable to register in blackboard then you will need to contact BLC admin phone ((318) 955 7406) for assistance.

Learners must have reliable internet. The strength of the internet must be strong enough to support Skype teleconferencing and video streaming. The delivery platforms for daily collaboration and rollcall will be Skype and GroupMe, Blackboard will be the main platform for assignments, courseware guidance and discussion post. Learners will need to ensure that they have access to Microsoft Office (Word and Power Point),

Adobe PDF reader, Internet Explorer and Google Chrome. A Smartphone or phone with video capability is a necessity for Physical Readiness Training (PRT) and Conduct Individual Training (CIT) briefings.

Virtual Basic Leader Course (vBLC) will be conducted just as a resident course in relation to course content. It will be 23 days in length providing 169 hours of instruction. **This course IS NOT conducted in the same format as SSD/DLC (self paced).** Learners will not be able to complete normal unit duties (ie: Mobilization task, normal daily duties, and/or training events). It is recommended that Learners be placed on PME orders just as if they were going to attend the resident BLC. This is a structured learning environment where Learners are required to report/collaborate twice daily via Skype/GroupMe and review lessons on blackboard during the remainder of the academic day.

The following is a daily outline of the expected duty day for vBLC:

- 0700-0745 Physical Readiness Training practice
- 0745-0845 Personal hygiene
- 0845-0900 Facilitator and Learners rollcall/collaboration via GroupMe/Skype (Discussion Board)
- 0900-1200 Daily instruction via video and blackboard
- 1200-1300 Lunch
- 1300-1500 Daily instruction via video and blackboard
- 1500-1630 Facilitator and Learners rollcall/collaboration via GroupMe/Skype (Discussion board)
- 1630-UTC One on one counseling with facilitator as needed

Benchmarks that Learners will have to give max participation towards are daily thread discussions, lesson activities, and group collaboration. A learner's COC will be notified if they fail to meet the deadline of an assignment, fail to appear at a group collaboration session, or fail to meet the minimum grade for a graduation requirement as outlined in the Individual Student Assessment Plan (ISAP), located on the main page of the class blackboard. Learners are expected to report In Accordance With (IAW) AR 670-1 during

the 23 day vBLC. All other rules and requirements will be provided by individual Facilitators on Day 0 (May 7 2020).

Required documentation for in processing is the same as if the learner was coming to the resident course. On 7 May 2020 starting at 0700 Learners will need to log into blackboard, download and complete the Student Information Sheet (SIS). Once the SIS is completely filled out the student will upload the following to blackboard:

- 1) Student Information Sheet (Complete and accurate)
- 2) DA Form 705 (Dates and Data must match record DTMS)
- 3) DA Form 5500/5501 (Dates and Data must match record DTMS)
- 4) DLC1/SSD1 Certificate
- 5) Pre Execution Checklist (**Active Component only**)

Medical Profiles (Learners will need to ensure that they can meet all physical course requirements IAW the welcome letter. DA Form 3349 will be emailed to blc199th@gmail.com with the naming convention as follows: john_doe_da_form_3349).

If you are having difficulty with the SIS or uploading information into blackboard please contact BLC Admin at (318) 955 7406.

Looking forward from this point forward, the following are benchmarks that the Learners should be monitoring to ensure that they are completed on time:

- 1) Learners need to ensure they make contact with their facilitator between 041030SJUNE2020 and 041100SJUNE2020. (if learner is not contacted call 318-955-7406.)
- 2) Blackboard enrollment (Learners need to ensure that they enroll between 1030 and 1400 on 4 June 2020.)
- 3) Group Me enrollment (Learners need to ensure that they follow the instructions IAW (Learner Check-In Guide). (Any Group Me questions can be relayed to SFC Destefano @ lindsey.s.destefano.mil@mail.mil.)
- 4) Document Upload (Learners will have 72 hrs (091700SJUNE2020) to provide all missing and/or corrected enrollment documentation).

The Staff 1st BN NCOA look forward to instructing your Soldiers during this time via the Virtual experience. We understand that there will be challenges and lessons learned along the way. However, if during this time you should have any questions, issues, or concerns please contact any of the following:

1st BN 199th RTI Staff Duty NCO: (318) 290 6114
vBLC Admin Phone: (318) 955 7406